2744 Training for Dialysis Providers: 2022

Hosted by: Alli Bailey, Data Manager at Midwest Kidney Network
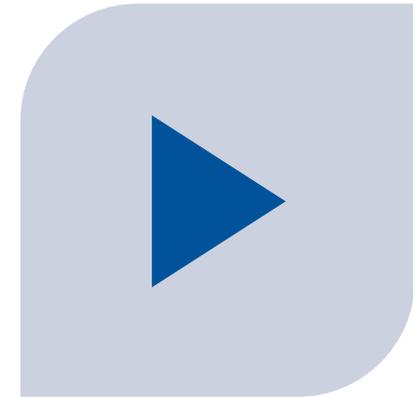January 25, 2023

Housekeeping
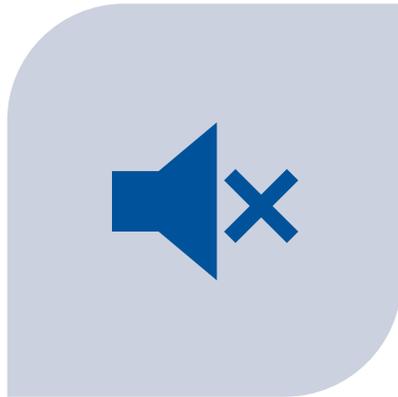
ALL LINES HAVE BEEN PLACED ON MUTE TO PREVENT BACKGROUND NOISE.

QUESTIONS? PLEASE MANUALLY UNMUTE YOURSELF OR USE THE CHAT FEATURE TO ASK.

THE RECORDED PRESENTATION & SLIDES WILL BE DISTRIBUTED FOLLOWING THE TRAINING.

Objectives

- Provide a concise overview of the 2744A (Annual Facility Survey) for all dialysis providers

- Provide concise training on the completion of the 2744A

Agenda

- 2744 Deadline and CMS Expectations
- System Discharges and Accretions
- Opening and Generating the 2744
- Review Fields 1-42
- Submitting and Printing the 2744
- Common Warnings
- Common Errors
- Helpful Tips

Midwest Kidney Network Data Team

Alli Bailey

Network Data Manager

Phone: 651-644-2911

Contact Alli for:

- EQRS technical assistance, support, issues, or questions
- Opening or closing a dialysis facility or transplant unit in MN, ND, SD, WI.
- Facility specific Data Quality Measures scores
- 5-Diamond Patient Safety Program

Aletha Duncan

Health Information Specialist

Phone: 651-644-9877 ext. 104

Contact Aletha for:

- EQRS technical assistance, support, issues, or questions
- Opening or closing a dialysis facility or transplant unit in Michigan.
- CMS 2728 & 2746 Form Reminders
- 5-Diamond Patient Safety Program

Kristen Ward

QI Systems Specialist

Phone: 651-644-2220

Contact Kristen for:

- Clinical & Depression Screening data entry in EQRS
- National Healthcare Safety Network (NHSN)
- Quality Incentive Program (QIP)
- Dialysis Facility Reports (DFRs) and Dialysis Facility Compare

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2744 Deadline and CMS Expectations

All dialysis facilities must submit a complete 2744 no later than Friday, March 31, 2023.

- All dialysis facilities are to submit one 2744 every year.
  - The 2744 data is collected across the country and is then presented to the federal government & Congress. Accuracy is critical!

- All 2744s must be error free and all warnings must have a justifying comment from the facility.

System Discharges & Accretions

- All System Discharges and Accretions must be resolved on your EQRS Dashboard prior to the 2744 being submitted to the Network.

- An Accretion can occur when a patient is missing an admission.

- A System Discharge will occur when a patient was not discharged prior to being admitted at the next dialysis facility. It is a placeholder.

Form 2728		
New	Due	Past due
0	0	0

Form 2746	
Due	Past due
0	0

Accretions
Unresolved
0

System Discharges	
2023	2022
0	0

How to Resolve a System Discharge

1. In order to remove a System Discharge, you must open the patient's Admission record in EQRS.

2. Then click on the *Admit Date* for your facility.

Admit Date	Admit Reason	Discharge Date	Discharge Reason
12/21/2022	Transfer In		
02/03/2022	New ESRD Patient	12/20/2022	System Discharge

3. This will open a new screen and allow you to change the discharge to the correct reason; such as transfer out, death, transplant, etc.

Opening the 2744 in EQRS

1. Start by going to the *Facilities* tab, then click on *Form 2744*.
2. Ensure the Survey Year shows as 2022.
3. Change the *Survey Status* to Missing or Existing
4. Change the Search field to *Facility* and press *Search*.

Opening the 2744 in EQRS, cont.

5. Next, click on View.

6. A new page will open, where you can edit and generate your 2744.

CCN	NPI	Facility Name	Form ID#	Year	Network	Form 2744 Status	Actions
242589	1083059299	DaVita East Valley Dialysis	3100016361	2022	11	Draft	👁 View

Generating the 2744

1. Click on *Edit*.

2. Click on *Generate*

(it will take 1-2 minutes).

3. Once generated, you

can begin editing your 2744 fields*.
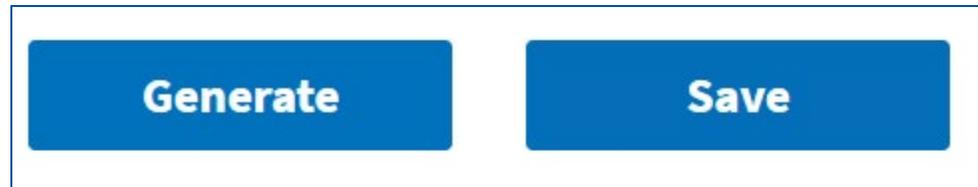
*Some fields are locked to editing. If changes are needed, **you must change the patient record first**, then regenerate the 2744, in order to capture needed changes.

4. Always click *Save*, when you're done.

Fields 1-3

- Start by reviewing fields 1,2,3 for accuracy.

- Use the *Patients Receiving Care Beginning of Survey Period* report, compared to your organization's internal patient roster on **01/01/2022**.

Patients Receiving Care Beginning of Survey Period ⊘

(01) Incenter: 73   (02) Home: 39   (03) Total Fields 01 thru 02: 112

- If these fields are inaccurate, you must find the discrepant patient and make a correction to the admission record.

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Fields 4A-7B

- Next review fields 4A-7B for accuracy.

- Use the *Additions During Survey Period* report, compared to your organization's internal reports.
  - This report shows all patient admissions **01/01/2022-12/31/2022**.
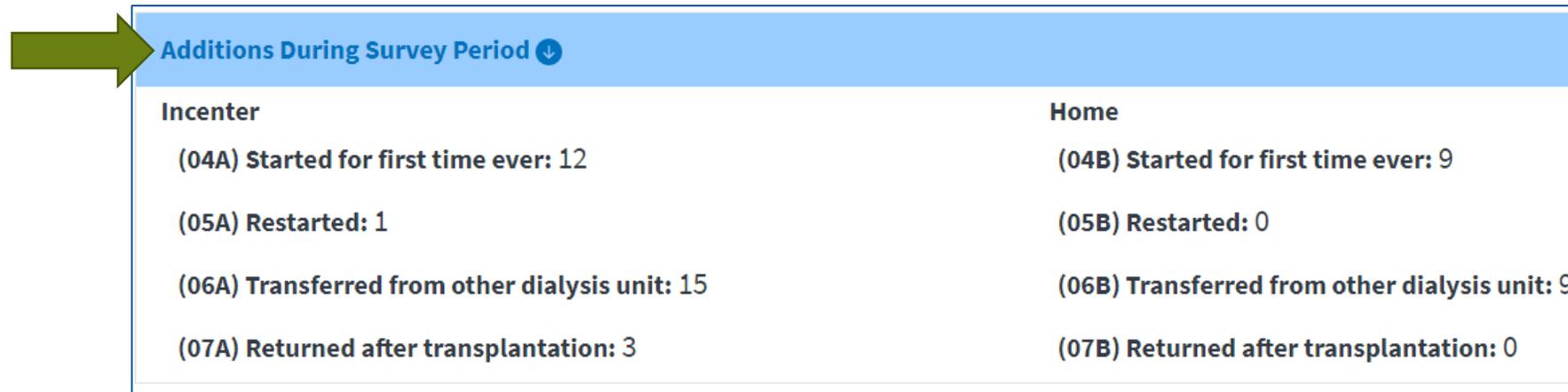
Additions During Survey Period	
Incenter	**Home**
(04A) Started for first time ever: 12	(04B) Started for first time ever: 9
(05A) Restarted: 1	(05B) Restarted: 0
(06A) Transferred from other dialysis unit: 15	(06B) Transferred from other dialysis unit: 9
(07A) Returned after transplantation: 3	(07B) Returned after transplantation: 0

- If these fields are inaccurate, you must find the discrepant patient and make a correction to the admission record.

Fields 8A-13B

- Next review fields 8A-13B for accuracy.

- Use the *Losses During Survey Period* report, compared to your organization's internal reports.

    - This report shows all patient discharges **01/01/2022-12/31/2022**.
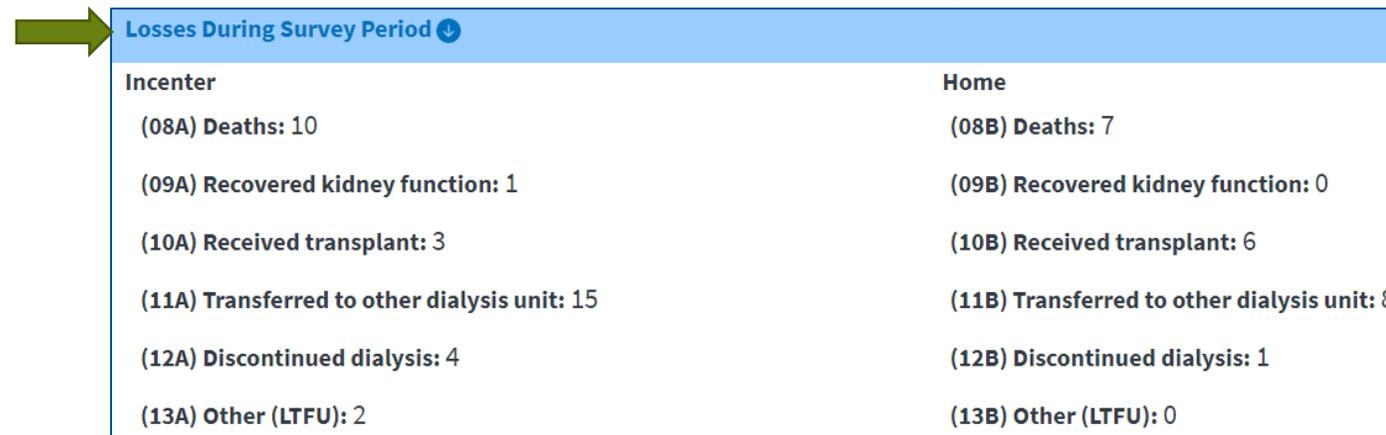
Losses During Survey Period ⊘

Incenter	Home
(08A) Deaths: 10	(08B) Deaths: 7
(09A) Recovered kidney function: 1	(09B) Recovered kidney function: 0
(10A) Received transplant: 3	(10B) Received transplant: 6
(11A) Transferred to other dialysis unit: 15	(11B) Transferred to other dialysis unit: 8
(12A) Discontinued dialysis: 4	(12B) Discontinued dialysis: 1
(13A) Other (LTFU): 2	(13B) Other (LTFU): 0

- If these fields are inaccurate, you must find the discrepant patient and make a correction to the discharge record.

Fields 14-26

- Then review fields 14-26 for accuracy.
  - You should NOT have any patients listed under Other (field 15) or under Self-Dialysis Training (fields 16-19).

Patients Receiving Care at End of Survey Period		
Incenter Dialysis	**Self-Dialysis Training** ⭐	**Total Incenter Dialysis**
(14) Hemodialysis: 69	(16) Hemodialysis: 0	(20) Fields 14 thru 19: 69
(15) Other: 0 ⭐	(17) CAPD: 0	
	(18) CCPD: 0	
	(19) Other: 0	
Home Dialysis		**Total Home Dialysis**
(21) Hemodialysis: 2		(25) Fields 21 thru 24: 35
(22) CAPD: 2		
(23) CCPD: 31		
(24) Other: 0		
		Total Patients
		(26) Fields 20 and 25: 104

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Fields 27-29

- Add up fields 27-29, this number should match field 26.

	Total Patients
	⭐ (26) Fields 20 and 25: 104
Patient Eligibility Status End of Survey Period	
(27) Currently enrolled in Medicare: 72	(28) Medicare application pending: 0
(29) Non-Medicare: 32	

Fields 27-29, cont.

- If fields 27-29 total and field 26 do not match, you must use the **End of Survey Report** in the 2744.

- Within this report, check that all patients have a Medicare status in column 'X'. If a patient's status is blank; then that patient does not have a 2022 Medicare status in EQRS, and one must be added.
  - You will need to call the Network for assistance with this.

Fields 30A-31B

- Ensure that fields 30A-31B are accurate for the total number of hemodialysis patients dialyzing more than 4 times per week.
    - You only count in-center and home hemodialysis patients in these fields.

Hemodialysis Patients Dialyzing More Than 4 Times Per Week	
(30A) Setting Incenter Day: 0	(30B) Setting Home Day: 1
(31A) Setting Incenter Nocturnal: 0	(31B) Setting Home Nocturnal: 0

Fields 32-36

- Add up fields 32-36, this total should match field 26 too.

Vocational Rehabilitation

(32) Patients aged 18 through 64: 53

(33) Patients aged 65 and older: 51

(34) Patients receiving services from Voc Rehab: 0

(35) Patients Employed full-time or part-time: 26

(36) Patients attending school full-time or part-time: 1

- Using the **End of Survey Report** ,check that all **APPLICABLE** patients have a Voc. Rehab. status in column 'AB'. If a patient's status is blank, a status must be added for 2022.
  - You will need to call the Network for assistance with this.

Field 37

- Using your organization's internal treatment records, add up the total number of hemodialysis treatments (field 37).
- This total should include home hemodialysis (HHD) treatments and trainings that **occurred in the facility**.
  - Do **NOT** include HHD treatments that occurred in patient's home.

Incenter Dialysis Treatment (Include Training Treatments)

(37) Hemodialysis: 10312

Field 38

- Using your organization's internal treatment records, add up the total number of peritoneal (PD) treatments (field 38).
- This total should include peritoneal treatments and trainings that **occurred in the facility**.
  - Do **NOT** include PD treatments that occurred in patient's home.

Incenter Dialysis Treatment (Include Training Treatments)

(37) Hemodialysis: 10312   ★ (38) Other: 140

Fields 39-42

- Work with your Facility Administrator to obtain the total number of full time and part time staff for fields 39-42, **as of 12/31/2022**.

- Per diem staff count as **part time** at each facility.

- If your facility's Social Worker or Dietitian work at multiple facilities, they will equal one staff at each facility.

- If you have an LPN that also works as a PCT, count them under whichever role is considered their primary title.

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Submitting & Printing the 2744

- Lastly, after you have verified all numbers are correct, any warnings have a comment, and any errors have been resolved; you will then click *Submit for Review*.

- The 2744 is then reviewed and finalized by the Network.

- You will receive an email notification if your 2744 was finalized or if additional attention is needed.

- Once your 2744 has been finalized, you should print a copy. EQRS does not allow printing, please use the Google Chrome 'print function' to create a paper copy for your records.

Warnings

- Your 2744 will not be accepted without a comment for each warning.

Warnings:

Warning - The total number of incenter patients receiving Other dialysis treatments (field 38) may be too high. Please verify this total.

Warning - The total number of patients receiving care at the beginning of this survey period (field 03) must equal the total number of patients receiving care at the end of the last survey period for this facility (field 26). Please enter a comment.

- You can add a comment after you generate the 2744 and before you save the 2744.

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Errors

- All errors must be resolved before the Network can finalize your 2744.
  - If you submit a 2744 with errors, it will be returned to you for further attention. You will then need to call the Network for assistance.

Errors:

Error - The total number of patients (field 26) must equal the sum of the patients receiving care at the beginning of the survey period (field 03) plus the additions during the survey period (fields 04A through 07B) minus the losses during the survey period (fields 08A through 13B).

Errors:

Error - The total number of Medicare patients (fields 27, 28, 29) must equal the total number of patients (field 26).

Helpful Tips

- Acute/AKI patients and visitor/transient patients (less than 30 days) do **NOT** get counted as admissions or discharges on your 2744. These patients should not be admitted in EQRS to your facility.

- Patients who dialyze in a nursing home "den" will count under their respective modality; as ICHD, HHD, or PD.

- All patients may only be counted once on your 2744.

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Get the latest EQRS news:

- Make sure you are in our Network Directory – connect with Alli.
- Join our future webinars (sent via email).

Check out our additional EQRS Resources:

https://www.midwestkidneynetwork.org/providers/eqrs

Follow us on Facebook:

https://www.facebook.com/midwestkidneynetwork

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Please do not include patient identifiers in your email to Midwest Kidney Network!

Questions?

We want to hear from you: [click here](#) to take the survey.

Thank you for your attendance and participation today!